



THE CITY OF MADEIRA BEACH, FLORIDA
PUBLIC NOTICE

BOARD OF COMMISSIONERS
REGULAR MEETING

The Board of Commissioners of the City of Madeira Beach, Florida will meet at City Hall, located at 300 Municipal Drive, Madeira Beach, Florida to discuss the agenda items of City Business listed at the time indicated below.

6:00 PM

TUESDAY, OCTOBER 13, 2015

COMMISSION CHAMBERS

- A. **CALL TO ORDER** – The meeting was called to order at 6:02 p.m.
- B. **INVOCATION AND PLEDGE OF ALLEGIANCE** – COMMISSIONER TERRY LISTER
- C. **ROLL CALL**

MEMBERS PRESENT: Travis Palladeno, Mayor
Elaine Poe, Vice-Mayor
Terry Lister, Commissioner District 1
Nancy Hodges, Commissioner District 2
Patricia Shontz, Commissioner District 4

STAFF PRESENT: Shane B. Crawford, City Manager (CM)
Thomas Trask, City Attorney (CA)
Aimee Servedio, City Clerk (CC)
Vincent M. Tenaglia, Assistant City Manager/Finance Director (ACM/FD)
Dave Marsicano, Public Works/Marina Director (PW/MD)

D. **APPROVAL OF THE MINUTES**

- | | |
|---|---------------------------|
| 1. BOC Regular Meeting | August 11, 2015 |
| 2. BOC Special Budget Meeting #1 | September 3, 2015 |
| 3. BOC Agenda Setting Meeting | September 8, 2015 |
| 4. BOC Regular Meeting | September 8, 2015 |
| 5. BOC Special Budget Meeting #2 | September 17, 2015 |

A motion to approve the minutes as presented as made by Commissioner Lister and seconded by Commissioner Hodges.

ROLL CALL:

Commissioner Lister.....YES	Vice-Mayor Poe.....YES
Commissioner Hodges.....YES	Mayor Palladeno.....YES
Commissioner Shontz.....YES	

E. **APPROVAL OF THE AGENDA**

A motion to approve the agenda was made by Vice-Mayor Poe and seconded by Commissioner Shontz.

CM: There are three presentations tonight and he asked that the Mayor call a recess after the presentations to allow anyone present for only those items to leave.

ROLL CALL:

Commissioner Lister.....YES	Vice-Mayor Poe.....YES
Commissioner Hodges.....YES	Mayor Palladeno.....YES
Commissioner Shontz.....YES	

PRESENTATIONS

1. **RECOGNITION OF MADEIRA COVE 2015 FLORIDA COMMUNITIES OF EXCELLENCE AWARD**
Mayor Travis Palladeno; Larry Roelofs, Madeira Cove Condominium Association

Mayor Palladeno: Recognized the Madeira Cove Condominium Association for receiving the Communities of Excellence Award and presented the representatives a key to the City.

2. RECOGNITION OF VINCENT M. TENAGLIA AS A NEWLY CERTIFIED PUBLIC FINANCE OFFICER

Mayor Travis Palladeno; Vincent M. Tenaglia, Assistant City Manager

CM: Gave a brief history on Assistant City Manager Vince Tenaglia and the City. He commended him for all of his hard work and explained that he makes the City Manager's life so much easier with all of his dedication. One of the criticisms that was heard when Mr. Tenaglia was hired was that he was not GFOA certified. Tonight he wants to recognize the Assistant City Manager/Finance Director on completion of his coursework and GFOA certification.

The Mayor, Commission, and CM presented the certificate to Vincent M. Tenaglia to denote him as a Certified Public Manager.

ACM/FD: He is very proud of everything that the City has done in the last three years. We are now offering new services and programs. He thanks the Board for all of his support to implement

3. PRESENTATION OF \$50,000 TO THE CITY OF MADEIRA BEACH FROM THE FLORIDA RECREATION DEVELOPMENT ASSISTANCE PROGRAM GRANT

Mayor Travis Palladeno; Doug Andrews, Events & Recreation Director; Peter H. Krulder, Park Manager

Peter Krulder: Described the grant program for recreational use. Today he is presenting a grant for \$50,000 for a new ADA accessible playground at the Recreation Center. Because these playgrounds will be ADA accessible, it will be wonderful to see not only children enjoy the facilities, but any parents or family members with disability also able to enjoy it with their children.

The Mayor thanked Mr. Krulder for attending and Doug Andrews and his staff for their work to get this grant.

A brief recess was called to allow those in attendance for the presentations to leave.

The meeting was reconvened at 6:30 p.m.

DAIS LOG REVIEW

CM: Asked if the Board had any questions for him or the City Clerk on any agenda items. If not, there was nothing specific that he needed to add.

F. PUBLIC COMMENT – LIMITED TO THREE (3) MINUTES

There was no public comment.

G. CONSENT AGENDA

1. APPROVAL OF PROPERTY APPRAISER AUDIT AGREEMENT
2. APPROVAL OF SML, INC. AGREEMENT RENEWAL FOR RECORD RETENTION SERVICES*
3. APPROVAL OF W&A CLEANING SERVICES FOR CITY CENTRE COMPLEX, MARINA AND PUBLIC RESTROOMS IN THE ESTIMATED AMOUNT OF \$80,000*
4. APPROVAL OF SANI-CHEM JANITORIAL SUPPLIES SERVICE IN THE ESTIMATED AMOUNT OF \$25,000*
5. APPROVAL OF HEARTLAND CREDIT CARD PROCESSING SERVICES*
6. APPROVAL OF TROJAN LABOR TEMP SERVICES*
7. APPROVAL OF PREFERRED GOVERNMENT INSURANCE FOR PROPERTY AND CASUALTY INSURANCE*
8. APPROVAL OF FLORICULTURE AGREEMENT CHANGE ORDER FOR CITY WIDE GROUNDS MAINTENANCE
9. APPROVAL OF WEX FUEL SERVICE AGREEMENT
10. APPROVAL OF PLANNING SERVICES AGREEMENT WITH DEUEL & ASSOCIATES
11. APPROVAL OF PROPOSED FLORIDA DEPARTMENT OF EMERGENCY MANAGEMENT (DEM) FEDERALLY FUNDED SUBGRANT AGREEMENT (FMA-PL-04-FL-2014-027)
12. APPROVAL OF PROPOSED FLORIDA DEPARTMENT OF EMERGENCY MANAGEMENT (DEM) FEDERALLY FUNDED SUBGRANT AGREEMENT (FMA-PL-04-FL-2104-006).

Requires additional motion to waive bid requirements.

CM: The Board has the authority to waive the bid process for contracting out under certain circumstances. Tonight, there are many contract renewals that would normally go out for bid, but since they are renewals with companies that

have worked well with the City, he is recommending simply renewing instead of going out for bid again – and the City has that right.

The proper way to approve these items, is to first approve the items, then move to approve all the items with an asterisk which require an additional bid waiver vote.

The motion to approve items 1, 8, 9, 10, 11, and 12 was made by Commissioner Lister and seconded by Commissioner Nancy Hodges.

ROLL CALL:

Commissioner Lister.....	YES	Vice-Mayor Poe.....	YES
Commissioner Hodges.....	YES	Mayor Palladeno.....	YES
Commissioner Shontz.....	YES		

The motion to waive the bid requirements for items 2, 3, 4, 5, 6, and 7 was made by Commissioner Lister and seconded by Commissioner Shontz.

ROLL CALL:

Commissioner Lister.....	YES	Vice-Mayor Poe.....	YES
Commissioner Hodges.....	YES	Mayor Palladeno.....	YES
Commissioner Shontz.....	YES		

The motion to approve items 2, 3, 4, 5, 6, and 7 was made by Commissioner Lister and seconded by Commissioner Hodges.

ROLL CALL:

Commissioner Lister.....	YES	Vice-Mayor Poe.....	YES
Commissioner Hodges.....	YES	Mayor Palladeno.....	YES
Commissioner Shontz.....	YES		

H. UNFINISHED BUSINESS

1. [ORDINANCE 2015-12](#)

A SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY OF MADEIRA BEACH, FLORIDA, AMENDING THE CITY OF MADEIRA BEACH CODE OF ORDINANCES, SUBPART A (GENERAL ORDINANCES), CHAPTER 2 (ADMINISTRATION), ARTICLE VI (FINANCE), DIVISION 2 (FRANCHISE FEES) BY DELETING SECTIONS 2-226 (TELEPHONE FRANCHISE) AND SECTION 2-227 (CABLEVISION FRANCHISE); BY RENUMBERING AND AMENDING SECTIONS 2-228 (ELECTRIC POWER FRANCHISE) AND SECTION 2-229 (NATURAL GAS FRANCHISE) TO UPDATE CURRENT FRANCHISE FEES; BY PROVIDING FOR SEVERABILITY AND REPEALER; AND BY PROVIDING FOR AN EFFECTIVE DATE.

The CA read Ordinance 2015-12 by title only.

A motion to approve Ordinance 2015-12 on second and final reading was made by Commissioner Shontz and seconded by Vice-Mayor Poe.

ROLL CALL:

Commissioner Lister.....	YES	Vice-Mayor Poe.....	YES
Commissioner Hodges.....	YES	Mayor Palladeno.....	YES
Commissioner Shontz.....	YES		

I. NEW BUSINESS

1. [ORDINANCE 2015-13](#)

A FIRST READING OF AN ORDINANCE OF THE CITY OF MADEIRA BEACH, FLORIDA; AMENDING THE CODE OF ORDINANCES TO CREATE DIVISION 3 OF ARTICLE VII OF CHAPTER 34 PROVIDING FOR THE REGULATION OF SHORT TERM VACATION RENTALS; AND PROVIDING FOR AN EFFECTIVE DATE.

The CA read Ordinance 2015-13 by title only.

A motion to approve Ordinance 2015-13 on first reading was made by Commissioner Hodges and seconded by Vice-Mayor Poe.

Mayor Palladeno: Thanked the Vice-Mayor for all of her hard work on this ordinance with the deputies and City Attorney.

V-M Poe: Noted that by the time the Ordinance is approved on its second reading, she will have been working on this for two full years.

ROLL CALL:

Commissioner Lister.....	YES	Vice-Mayor Poe.....	YES
Commissioner Hodges.....	YES	Mayor Palladeno.....	YES
Commissioner Shontz.....	YES		

2. **ORDINANCE 2015-14**

A FIRST READING OF AN ORDINANCE OF THE CITY OF MADEIRA BEACH, FLORIDA, AMENDING CHAPTER 14 OF THE CODE OF ORDINANCES TO CHANGE THE FREQUENCY OF RENEWAL FOR RESIDENTIAL LICENSES, TO CHANGE THE FREQUENCY OF INSPECTIONS FOR RESIDENTIAL RENTAL PROPERTIES, AND TO INCREASE THE INSPECTION FEE; AND PROVIDING FOR AN EFFECTIVE DATE.

The CA read Ordinance 2015-14 by title only.

CM: When this passed the first time around, we were not as able to predict the workload and time it would take staff to handle this. This will just change the inspections from occurring every year to every other year.

Commissioner Lister: Had an issue with the word ‘biannual’, he noted that this means that inspections will occur twice in one year instead of once every other year. The correct wording would need to be biennial instead of biannual. This needs to be clarified before this reading can be approved. The City Attorney advised that this could be amended on the floor vote.

A motion to approve Ordinance 2015-14 on first reading as amended to read “biennial” instead of “biannual” in Section 14-23 was made by Commissioner Lister and seconded by Commissioner Hodges.

ROLL CALL:

Commissioner Lister.....	YES	Vice-Mayor Poe.....	YES
Commissioner Hodges.....	YES	Mayor Palladeno.....	YES
Commissioner Shontz.....	YES		

3. **RESOLUTION 2015-36**

A RESOLUTION OF THE CITY OF MADEIRA BEACH, FLORIDA, AMENDING THE FY2015 BUDGET BY REDUCING CAPITAL OUTLAY EXPENDITURES AND ASSOCIATED REVENUE, AND AMENDED THE FY2016 BUDGET BY INCREASING CAPITAL OUTLAY EXPENDITURES AND ASSOCIATED REVENUE; AND PROVIDING FOR AN EFFECTIVE DATE.

The CA read Resolution 2015-26 by title only.

CM: This means that if we didn’t spend the capital money from Fiscal Year 2015, it will be pushed forward to the next Fiscal Year, 2016.

A motion to approve Resolution 2015-36 was made by Commissioner Shontz and seconded by Vice-Mayor Poe.

ROLL CALL:

Commissioner Lister.....	YES	Vice-Mayor Poe.....	YES
Commissioner Hodges.....	YES	Mayor Palladeno.....	YES
Commissioner Shontz.....	YES		

4. **RESOLUTION 2015-37**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF MADEIRA BEACH, FLORIDA ACKNOWLEDGING THE COMPLETION OF ROC (REMEMBER OUR CHILDREN) PARK, ACKNOWLEDGING THAT THE CITY ACCEPTS ALL FUTURE MAINTENANCE OBLIGATIONS FOR ROC PARK, AND ACKNOWLEDGING WILLIAM KARNs ENTERPRISES INC. AND ROC PARK INC. FOR THEIR CONTRIBUTIONS; AND PROVIDING FOR THE EFFECTIVE DATE HEREOF.

The CA ready Resolution 2015-37 by title only.

A motion to approve Resolution 2015-37 was made by Commissioner Lister and seconded by Commissioner Hodges.

Mayor Palladeno: Commended the Karns family for all they have done with this park. It has been a great addition to the City Centre.

CM: This expansion of the park will most likely need additional funding in the future as the facilities are used more and more. He doesn't want to get too far ahead, but wanted the Board to be aware this may happen in the future.

ROLL CALL:

Commissioner Lister.....YES	Vice-Mayor Poe.....YES
Commissioner Hodges.....YES	Mayor Palladeno.....YES
Commissioner Shontz.....YES	

5. **AUTHORIZATION OF EXPENDITURES**

AUTHORIZATION OF EXPENDITURES IN THE AMOUNT OF \$509,682.60 FOR MARINA "A" DOCK IMPROVEMENTS PER FEBRUARY 2013 CITY OF ST. PETE BEACH BID

A motion to approve an authorization of expenditures in the amount of \$509,682.60 for Marina "A" Dock improvements was made by Commissioner Shontz and seconded by Vice-Mayor Poe.

CM: These are two components of four. This project is piecemealed because of how the dock is constructed. There are two more that will be on a future agenda – fire suppression and plumbing. This item and the next are the first stage so that work can begin.

PW/MD: This project will increase the transient business and the infrastructure improvements are badly needed.

ROLL CALL:

Commissioner Lister.....YES	Vice-Mayor Poe.....YES
Commissioner Hodges.....YES	Mayor Palladeno.....YES
Commissioner Shontz.....YES	

6. **AUTHORIZATION OF EXPENDITURES**

AUTHORIZATION OF EXPENDITURES IN THE AMOUNT OF \$88,202.00 FOR MARINA "A" DOCK ELECTRICAL SERVICE PER AUGUST 2014 CITY OF MADEIRA BEACH BID

A motion to approve an authorization of expenditures in the amount of \$88,202.00 for Marina "A" Dock electrical service was made by Commissioner Lister and seconded by Commissioner Hodges.

ROLL CALL:

Commissioner Lister.....YES	Vice-Mayor Poe.....YES
Commissioner Hodges.....YES	Mayor Palladeno.....YES
Commissioner Shontz.....YES	

7. **AUTHORIZATION OF EXPENDITURES**

AUTHORIZATION OF EXPENDITURES IN THE AMOUNT OF \$54,900 FOR PURCHASE OF A NEW 600 HDS BARBER SURF RAKE

CM: Clarified that two motions will be needed for this item. The City already has a beach rake and is requesting that the same exact piece of equipment will be bought since the previous one worked so well for the City. This would require an approval to waive the bid requirements followed by an approval of expenditure.

A motion to waive the bid requirements for the purchase of a beach rake from Barber was made by Commissioner Lister and seconded by Vice-Mayor Poe.

ROLL CALL:

Commissioner Lister.....YES	Vice-Mayor Poe.....YES
Commissioner Hodges.....YES	Mayor Palladeno.....YES

Commissioner Shontz.....YES

A motion to approve the expenditures to purchase a new 600 HDS Barber Surf Beach Rake was made by Commissioner Lister and seconded by Commissioner Shontz.

ROLL CALL:

Commissioner Lister.....YES
Commissioner Hodges.....YES
Commissioner Shontz.....YES

Vice-Mayor Poe.....YES
Mayor Palladeno.....YES

8. APPROVAL OF CITY CLERK ANNUAL PERFORMANCE EVALUATION

A DISCUSSION AND REVIEW OF THE CITY CLERK'S ANNUAL PERFORMANCE EVALUATION AS A CHARTERED OFFICER MANAGED BY THE FIVE MEMBERS OF THE BOARD OF COMMISSIONERS

CM: The City Clerk is the Board's employee and he wants to clarify some things. The City Clerk added several items that she has volunteered for that she asked if needed to be added to her job description. Because she reports to the Board and not the CM, he advised that she should to keep track of what exactly she is doing. It was brought up that the City Clerk is overworked and he agrees, many department leaders are overworked. She has volunteered to clean up different areas in government that needed to be updated, most importantly the Business Tax.

If you look at any other Department Heads in the City, many are overworked. He maintains a lean, highly skilled and highly compensated staff. He wanted to make sure that she was in to top third of comparable positions like other department leads are – he recommends a 5.39% raise to her salary.

Commissioner Poe: Expressed that she wishes she could make the raise higher. The entire Board recognized her outstanding work and dedication to the City for over 30 years.

CC: She thanked the Board for their reviews and appreciates their support. She asked that if anyone has any comments, positive or negative, please let her know. She wants to make sure that everyone is satisfied and would like to know anymore areas she could improve.

A motion to accept the City Clerk's Annual Performance Evaluations and approve a 5.39% raise to her salary was made by Vice-Mayor Poe and seconded by Commissioner Hodges.

ROLL CALL:

Commissioner Lister.....YES
Commissioner Hodges.....YES
Commissioner Shontz.....YES

Vice-Mayor Poe.....YES
Mayor Palladeno.....YES

J. REPORTS/CORRESPONDENCE

• CITY COMMISSION

Mayor Palladeno: Gave a shout-out to the PW/MD for his staff's work on the Tampa Boat Show. This is another aspect that puts the City on the map. The CM noted that this was exclusively the result of Mr. Marsicano's hard work.

Commissioner Poe: On November 14th, the Commissioner is hosting a Deputy Appreciation Party. Donations and volunteers are still needed. This appreciation is definitely warranted this year more than others for all of the hard work with patrolling, Code Enforcement, and Community Policing.

• CITY ATTORNEY

The CA had no reports or correspondence.

• CITY MANAGER

CM: The City is literally becoming booked from weekend to weekend. The Grand Opening Ceremony will take place this Friday on October 16th. Staff is working very hard for this to be successful. He asked that the City Hall staff could work a half day on the following Monday since they will need to work the event on Friday night.

If you remember, before we had the ACM/FD, the CM and PW/MD worked very hard to get some redevelopment to the area. He wanted to add that the ACM/FD has also taken on many responsibilities in regards to paperwork and daily administrative tasks that traditionally the CM would do. His work has helped support growth and progress here.

- **CITY CLERK**

The CC had not reports or correspondence.

K. ADJOURNMENT – The meeting was adjourned at 7:06 p.m.

Date approved: December 22, 2015

A handwritten signature in black ink, appearing to read "Travis Palladeno", written over a horizontal line.

Travis Palladeno, MAYOR

A handwritten signature in black ink, appearing to read "Aimee Servedio", written over a horizontal line.

Submitted by Aimee Servedio, CITY CLERK